



**Minutes of the 32nd Annual General Meeting of the
German School Johannes Gutenberg, Limited by Guarantee
Trading as German International School Sydney
on Tuesday, 28 May 2019**

Place of Meeting: 33 Myoora Road, Terrey Hills, NSW 2084

Chair of Meeting: Olaf Pietschner, Deputy Chairman of the Board of Directors

Mr Winter introduces Ms Trimble, who has been appointed to guide the school through the masterplan project. Ms Trimble briefly presents the approach for the project, preliminary timeline and some examples of outcomes and highlights its importance of linking to desired teaching practices.

Start of Meeting: Mr Pietschner opens the meeting at 7.55pm.

Attendance:

Members in attendance:	23
Valid proxies submitted:	0
Total:	23

Mr Winter determines that a quorum¹ is present.

Proceedings:

1. Declaration of Conflict of Interest: Members present are asked to declare any conflict of interest, either perceived or actual, on any items on the agenda. No conflict of interest is declared.
2. Mr Pietschner appoints Ms Scholle and Ms Erben as vote counting officers for the meeting.
3. Mr Pietschner appoints Ms Christie to take the minutes for the meeting.
4. The resolution "The members present adopt the minutes of the 31st Annual General Meeting held on 22 May 2018." is carried by show of hands.
5. Report of the Chairman on the Financial Year January – December 2018:
Mr Winter provides an overview of the achievements in 2018, including the appointment of the new principal, Dr Metzger, completion of the new classrooms

¹ According to rule 15.2 of the constitution, a quorum is any 10 members present in person or by proxy, excluding directors. 8 directors were present, i.e. 15 members were counted to achieve the quorum.

and kiss & drop zone, redevelopment of the school's website and introduction of a school app, and the successful external IB review.

He also points to the future goals, such as continued focus on compliance, the master plan project, further marketing, all lining up to develop GISS into a school of choice.

6. Report of the Principal Dr Metzger:

Dr Metzger shares his first impressions after 9 months as principal of GISS: welcoming, complex, collaborative, challenging, inspiring.

He continues with sharing his priorities for the school: Perception of One School (not individual sections), focus on attracting and retaining great staff members, aligning processes, structure, accountability and decision making, continuous development of strategy and marketing.

In review of 2018, Dr Metzger highlights the completing of the transition of the school year, the successful external inspections of our Preschool and the IB, as well as the new classrooms, Christmas Market and the website / app.

Student numbers have continued to grow steadily, however current numbers are slightly down, which is to some extent a result of the completion of the transition.

In 2019, the focus will be on the masterplan project, teaching and learning framework, implementing changes as a result of the feedback received from the external inspections in the last 2 years, and the kiosk.

Dr Metzger thanks all staff, the school management team and parents for the valuable and constructive cooperation.

7. Report of the Treasurer:

Mr Graham Lello summarises the Financial Report which has been distributed to all members:

- accounting loss of A\$26,638, driven by continuous investment in people and facilities;
- positive cash-flow from operations of A\$826,489, used to investment in facilities (e.g. IT infrastructure, extension, shade, kiss & drop) as well as repaying debt;
- net assets of A\$13,377,969

Mr Lello explains the way the school uses the loan facility in conjunction with the cash-flow from school fees.

8. The resolution "That the Company's financial reports and the reports of the directors and the auditor for the financial year ended 31 December 2018 be approved." is carried by show of hands.

9. Elections for the Board

The nominee for election as new directors, Mr Knieling, briefly introduces himself.



The election is held by poll with the following result:

- Number of total voting cards (including proxies): 16
- Number of invalid voting cards (including proxies): 0
- The resolution "That Hansjoerg Knieling, who has submitted a valid Candidacy Notice under rule 26.7(c) of the Company's constitution for the portfolio "Government Funding & Campus Development", be elected as director of the Company" is carried unanimously.

Following the presentation, members have several questions on quality measures implemented and management of outstanding school fees.

Mr Winter thanks the outgoing Directors Louise Haid and Sarah Robson for their contributions to the School during their tenure. Mr Winter also thanks the Business Manager, Andreas Schaaf, who will be leaving the School at the end of the term.

End of Meeting: Mr Pietschner closes the meeting at 8.55pm